



REPLY TO  
ATTENTION OF

**DEPARTMENT OF THE ARMY**  
**INSTALLATION MANAGEMENT AGENCY**  
2511 JEFFERSON DAVIS HIGHWAY  
ARLINGTON, VA 22202

IMAH-PLD-Q

15 March 2006

**MEMORANDUM FOR DISTRIBUTION**

**SUBJECT: Mobile Training Team (MTT) and Centralized Training Team (CTT) Classes**

1. IMA is committed to business transformation and improving our internal processes through continuous improvement. In alignment with IMA's Corporate Management Process, the Agency has developed a centrally funded training platform that will provide the necessary information and tools for installations to optimize their environments and improve facility and service excellence. This year's MTT/CTT 0201 course will include instruction on Army Performance Improvement Criteria (APIC), Lean Six Sigma, Strategic Planning, Customer Relationship Management, and Organizational Self-Assessment Feedback Report Utilization.

2. MTT/CTT training will be offered in forums and times throughout 2006 that will optimize availability to garrisons. A complete listing of all MTT/CTT training courses is provided in enclosure 1. PAIO Chiefs are required to attend one training MTT/CTT 0201 class session during FY06; other PAIO staff members are encouraged to attend. PAIO Chief attendance exceptions can only be approved by Region Plans Chiefs.

3. As part of the IMA team, your actions in support of the IMA Corporate Management Process are critical in IMA's pursuit to maintain readiness and mission execution – provide equitable services and facilities, optimize resources, sustain the environment and enhance the Well-Being of the military community. I am confident that you will find these training sessions to be insightful and we encourage you to take full advantage of the exciting opportunities that support IMA's quest for performance excellence.

4. The IMA HQ's MTT point of contact is Ms. Rosye Faulk, (703) 602-2478, [rosye.faulk@hqda.army.mil](mailto:rosye.faulk@hqda.army.mil).

Encl  
as

STANLEY C. SHELTON  
Chief, Plans Division  
Installation Management Agency

IMAH-PLD-Q

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DISTRIBUTION:

Dir, IMA Southeast Region, 1593 Hardee Ave., Ft. McPherson, GA 30330-1057  
Dir, IMA Southwest Region, 1204 Stanley Rd., Ft. Sam Houston, TX 78234-5009  
Dir, IMA Northeast Region, 5A North Gate Rd., Ft. Monroe, VA 23651-1048  
Dir, IMA Northwest Region, 1 Rock Island Arsenal, Rock Island, IL 61299-6200  
Dir, IMA Pacific Region, 104 H Place, Ft. Shafter, HI 96858-5520  
Dir, IMA Korea Region, PCS 303 Box 45, APO AP 96205  
Dir, IMA Europe Region, Unit 29353, Box 200 APO, AE 09014

CF:

Chief, Army Reserve, 1815 North Fort Meyer Drive, Arlington, VA  
Chief, National Guard Bureau, Arlington Hall, 111 South George Mason Drive,  
Alexandria, VA 22204-1382  
Office of the Assistant Chief of Staff for Installation Management, 600 Army Pentagon,  
Washington, DC 20310-0600

## MTT/CTT 0201 Class Schedule

<u>Location</u>	<u>Date</u>
EURO	20-23 March 2006
KORO	17-20 April 2006
Southbridge, MA	15-18 May 2006
Southbridge, MA	5-8 June 2006
Southbridge, MA	26-29 June 2006
Southbridge, MA	31 July – 3 August 2006

To see a current list of all centrally funded courses please access the following Web site:

<https://www.us.army.mil/suite/page/2477444>